

LOS GATOS/MONTE SERENO POLICE DEPARTMENT

ONE DAY LIQUOR PERMIT APPLICATION INSTRUCTIONS

A process has been implemented in cooperation with the Department of Alcoholic Beverage Control whereby all applicants for a one day liquor permit will be required to obtain approval from this department when the planned event will occur in our jurisdiction.

The form developed for this process is attached and is titled: LETTER OF APPROVAL FOR A ONE DAY LIQUOR PERMIT.

Application for the Letter of Approval shall be made by a member of the staff of the permittee organization who will be participating in the event. Complete all of the application and return it to the Special Event Coordinator.

The applicant agrees the sale of alcoholic beverages will be in strict accordance with the provisions of the application for the permit issued by the Department of Alcoholic Beverage Control, or a permit may be suspended or revoked.

The application shall be signed by the applicant under penalty of perjury.

The completed application signed by the applicant, and approved by the Chief of Police, will be submitted to the Department of Alcoholic Beverage Control located at 100 Paseo de San Antonio, San Jose, CA.

The original of the completed application will be issued to the applicant, to be retained by the Department of Alcoholic Beverage Control, with a copy retained in file by this department.

AFTER APPROVAL BY THE CHIEF OF POLICE, TAKE THE ATTACHED FORM TO:

**DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL
100 PASEO DE SAN ANTONIO, SAN JOSE, CA
TELEPHONE (408) 277-1200**

LOS GATOS/MONTE SERENO POLICE DEPARTMENT

LETTER OF APPROVAL FOR A ONE DAY LIQUOR PERMIT

NAME OF ORGANIZATION: _____
ADDRESS OF ORGANIZATION: _____
TYPE OF EVENT: _____
LOCATION OF EVENT: _____
DATE/DAY OF EVENT: _____ TIME: FROM _____ TO _____
NUMBER OF PERSONS ATTENDING EVENT: _____

I AM RESPONSIBLE FOR THE ORGANIZATION AND OPERATION OF THE EVENT
AND WILL BE IN ATTENDANCE THROUGHOUT THE EVENT.

PERMIT OBTAINED BY: _____
ADDRESS: _____
DAY/NIGHT PHONE NUMBERS: _____

PERSONS RESPONSIBLE FOR THE SALE OF ALCOHOL BEVERAGES DURING
THE EVENT WILL BE:

	NAME	ADDRESS	DAY/NIGHT PHONE #
1.			
2.			
3.			
4.			

IT IS UNDERSTOOD THAT THE PERMITTEE WILL CONDUCT THE SALE OF
ALCOHOLIC BEVERAGES IN STRICT ACCORDANCE WITH THE PROVISIONS OF
THE APPLICATION FOR THE PERMIT ISSUED BY THE DEPARTMENT OF
ALCOHOLIC BEVERAGE CONTROL, OR THIS PERMIT MAY BE SUSPENDED OR
REVOKED.

SIGNATURE OF APPLICANT: _____

- () WE HAVE NO OBJECTION TO THE ISSUANCE OF THE ONE DAY LIQUOR
PERMIT AND WAIVE THE ALCOHOL CONTROL ZONE.
- () WE HAVE NO OBJECTIONS TO THE ISSUANCE OF THE ONE DAY LIQUOR
PERMIT WITH "ALCOHOL CONTROL ZONE" AS SPECIFIED IN ATTACHED
SPECIAL CONDITIONS.

SCOTT R. SEAMAN, CHIEF OF POLICE
LOS GATOS/MONTE SERENO POLICE DEPARTMENT
110 E. MAIN ST., LOS GATOS, CA 95032